



Arizona Medical Board

9545 East Doubletree Ranch Road • Scottsdale, Arizona 85258

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FINAL MINUTES FOR EXECUTIVE DIRECTOR PERFORMANCE EVALUATION SUBCOMMITTEE MEETING Held at 5:00 P. M. on February 19, 2004 9545 E. Doubletree Ranch Road - Scottsdale, Arizona

Board Members Present

Edward J. Schwager, M.D., Chair

Patrick N. Connell, M.D.

Ram R. Krishna, M.D.

Staff Present

Cherie Pennington, Human Resources Director

Call to Order

Edward J. Schwager, M.D., Chair, called the meeting to order at 5:05 P. M.

Roll Call

The following Board members were present: Edward J. Schwager, M.D., Chair, Patrick N. Connell, M.D., member and Ram R. Krishna, M.D., member. Also present, Cherie Pennington, Human Resources Director.

Call To The Public

There was no one present at the call to the public.

Approval of Minutes

Dr. Connell moved to approve the Executive Director Performance Evaluation Subcommittee meeting minutes of February 13, 2004, Dr. Krishna seconded the motion and the subcommittee unanimously approved the minutes.

The subcommittee referred to hard copy examples of the final draft of Executive Director 360 Feedback Performance Evaluation mailed to each member of the subcommittee for comment. Dr. Connell recommended item 16 be deleted from the Board evaluation, because it was really more relevant to employees. Drs. Schwager and Krishna concurred.

Discussion ensued regarding the format of the evaluation and possible removal of the question following each item. Ms. Pennington explained she believed the question is hard-coded and she could not delete it from the evaluation but she would investigate the possibility. Dr. Schwager directed Ms. Pennington to add "(s)" to the word "area" in the summary question for respondents. There were no other corrections or edits to the evaluations.

To emphasize the fact respondents are not required to respond to each item, Ms. Pennington was directed to highlight this information, as well as the confidentiality of the responses, in correspondence and instructions sent to the respondents.

It was agreed further testing was not necessary, the evaluations will be sent to all respondents on March 1, 2004, with a deadline to submit their responses of March 19, 2004 and the report will be generated and delivered Dr. Schwager no later than April 5, 2004.

The meeting adjourned at 5:35 P. M.

[Seal]

Barry A. Cassidy, Ph.D., P.A.-C, Executive Director